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GOVERNMENT OF PUNJAB

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

(HOUSING-1 BRANCH)

NOTIFICATION

The 18th March, 2026

No. **H-U-11015/3/2026-4H1/I/1347015/2026.**- Whereas, in order to ensure that land reserved for educational purposes is utilized for public welfare and social development by facilitating non-profit and established educational entities, the Governor of Punjab is pleased to issue the "Policy for Allotment of Education Plots for Establishment of K-12 / Senior Secondary Schools by Greater Mohali Area Development Authority (GMADA), 2025" as under:-

A. Introduction

The Greater Mohali Area Development Authority (GMADA), constituted under the provisions of section 29 of the Punjab Regional and Town Planning and Development Act, 1995, is a statutory authority responsible for the planned development of the areas falling in Greater Mohali region of the State of Punjab. Further as per provisions of section 43 of the Act, GMADA Authority is competent to dispose of its sites/plots for setting up of educational institutions either through auction or through application basis and also to determine the terms and conditions for the same. In the past GMADA has allotted its sites to some prominent educational institutions at S.A.S. Nagar.

Presently, Sites/Plots to private person/institutions are sold through e-auction. It has been felt that for non-profit entities in the field of education often unable to compete high prices of sites/plots coming in e-auction and if the sites are allotted at higher prices, the successful bidder/allottee in return may increase tuition fees to recover costs from the students making the education sector profit-driven instead of service-oriented. On the other hand, auctioned sites generate

more revenue for the Authority than the sites which are allotted by calling applications through draw of lots.

Educational land/sites are meant for public welfare and social development. GMADA has allotted land to many educational institutions in SAS Nagar through E-Auction, in which no specific eligibility criteria has been mentioned. Since education is a fundamental tool for social progress, it has been felt that there should be some technical eligibility criteria for determining the genuineness of the bidder. Furthermore, large section of the education industry does not take part in E-Auction due to competitive increase of allotment prices.

GMADA seeks to promote inclusive and gender-balanced access to school education as part of its broader social infrastructure development objectives. Thus, to bring uniformity over the allotment of sites meant for educational purposes and to give smaller or non-profit institutions equal opportunity to participate and get the sites allotted, GMADA intends to allot the sites meant for educational purposes i.e. Kindergarten to Senior Secondary Schools as per the following Policy, which is intended to serve public educational needs and shall not be treated as a commercial land disposal mechanism:-

1.0 This Policy shall be called "Policy for Allotment of Education Plots for Establishment of K-12 / Senior Secondary Schools by GMADA."

2.0 It shall be applicable from the date of its issuance.

3.0 The objective of this Policy is to facilitate setting up of quality K-12 / Senior Secondary Schools in the areas fall within the jurisdiction of GMADA.

4.0 GMADA shall offer certain sites meant for establishment of educational institutions either through E-Auction as per existing terms and conditions of E-Auction or through this policy. The decision regarding which sites are to be auctioned and which are to be allotted under this policy shall be taken at the level of HUDM.

5.0 In this policy, following definitions are used:-

- "Act" means the Punjab Regional and Town Planning and Development Act, 1995.
- "Authority" means GMADA.
- "Bidder" means an eligible Trust, Society, Company constituted under section 8 of The Company Act or educational entity submitting a bid.
- "Disposal Cycle" means a single public notice inviting bids for multiple Education Plots.
- "Education Plot" or "Plot" means a plot earmarked exclusively for establishment of a K-12 / Senior Secondary School.

- "K-12 / Senior Secondary School" means a school providing education from kindergarten to senior secondary level affiliated or proposed to be affiliated to a recognized board (CBSE, ICSE, PSEB, or equivalent)
- "Plot Sequence" means the order of evaluation and allotment as notified prior to opening of Financial Bids.
- "Technical Bid" means Envelope I containing eligibility and institutional credentials.
- "Financial Bid" means Envelope II containing the monetary offer for a specific Plot.
- "Technically Qualified Bidder (TQB)" means a Bidder declared eligible after evaluation.
- "H1 Bidder" means the Technically Qualified Bidder quoting the highest Financial Bid for a Plot.
- "Successful Bidder" means the H1 Bidder declared eligible for allotment.
- "EMD" means Earnest Money Deposit submitted plot-wise.

B. ELIGIBILITY

1.0 Only the following entities shall be eligible:

- Registered Trusts/Societies, registered under the relevant Acts.
- ***Companies registered under Section 8 of the Companies Act.***
- Existing Educational institutions meeting prescribed criteria for allotment.

2.0 The detailed Technical Eligibility Criteria shall be as specified in **Schedule I.**

3.0 Only Bidders meeting the criteria in Schedule I shall be eligible for participation.

4.0 The Technical bids so received shall be scrutinized by an in-house committee.

5.0 Any misrepresentation, suppression of material facts, or submission of false information at any stage of the bidding process shall render the Bid liable for rejection or cancellation, and may result in forfeiture of EMD and debarment from future Disposal Cycles.

C. MODE OF ALLOTMENT

1.0 Allotment shall be conducted through a two-envelope sealed bid system, which shall comprise:-

- Envelope I – Technical Bid (common for all Plots applied for).
- Envelope II – Financial Bid (separate for each Plot).
- Earnest Money Deposit (EMD).

Note: The Earnest Money Deposit (EMD) for each Plot shall be submitted in the prescribed manner and proof of such submission shall form part of Envelope I (Technical Bid). While the Technical Bid shall be common for all Plots applied for, the EMD shall be submitted separately for each Plot, and proof of submission shall form part of the Technical Bid for the respective Plot.

2.0 All Bids shall be submitted through the designated electronic procurement platform notified by GMADA in the Disposal Notice.

3.0 GMADA shall notify the Reserve Price per acre for each Education Plot prior to issuance of the Bid Document.

4.0 Any Financial Bid below the notified Reserve Price shall be rejected outright and shall not be considered for evaluation.

5.0 The order in which Plots shall be opened and evaluated ("Plot Sequence") shall be determined in descending order of Reserve Price, unless otherwise specified in the Disposal Notice. The Plot Sequence notified shall be final and binding.

D. EARNEST MONEY DEPOSIT

1.0 **EMD equal to 10% of the cost of the plot calculated on the basis of Reserve Price shall** be submitted separately for each Plot along with Envelope-1.

2.0 EMD shall be liable to forfeiture in case of:

- Withdrawal of Bid after submission;
- Failure to deposit required allotment amount;
- Failure to comply with allotment conditions.

3.0 EMD relating to unopened Financial Bids (where Bidder is excluded after reaching allotment cap) shall be refunded without interest.

E. EVALUATION PROCESS

1.0 Technical Evaluation

(i) Technical Bids shall be opened first.

(ii) Only Technically Qualified Bidders shall proceed to financial evaluation.

(iii) Technical and Financial Bids shall be opened by Committee comprising of the following Officers of GMADA:-

A.	Addl. Chief Administrator (F & A), GMADA	Chairperson
B.	Addl. Chief Administrator, GMADA	Member
C.	Addl. Chief Administrator (Policy), PUDA	Member
	[Estate Officer (Policy) in case ACA (P) is not present]	
D.	Estate Officer (Concerned), GMADA	Member-Secy.
E.	Legal Advisor, GMADA, SAS Nagar	Member
F.	District Town Planner, GMADA	Member
G.	Sr. Accounts Officer (Recovery), GMADA	Member

The committee can include/engage any educational expert, if needed with the prior approval of Chief Administrator, GMADA.

(iv) For each Plot, the bidding process shall require a minimum of two (2) Technically Qualified Bidders (TQB) for the Financial Bid opening to be considered valid.

In the event that Less than two (2) Technically Qualified Bidders (TQB) are available for a Plot, the Financial Bids for such Plot shall not be opened, and the Plot shall stand cancelled for the current Disposal Cycle. The decision of GMADA in this regard shall be final and binding.

2.0 Plot-wise Sequential Opening of Financial Bids

(i) Financial Bids shall be opened strictly on a plot-by-plot basis in the Plot Sequence notified by GMADA prior to opening of Financial Bids.

(ii) Financial Bids for a Plot shall be opened only after completion of evaluation and determination of the Successful Bidder for the immediately preceding Plot.

(iii) The Financial Bid shall not be less than the Reserve Price notified for the respective Plot. Any bid below the Reserve Price shall be rejected.

(iv) Only Financial Bids of Technically Qualified Bidders shall be opened for each Plot.

(v) Financial Bids shall remain encrypted and confidential until opened in accordance with this Policy.

(vi) Financial Bids not required to be opened pursuant to this Policy shall remain unopened and confidential.

(vii) Financial Bids shall remain valid for a period of 120 days from the date of opening of Technical Bids.

3.0 Determination of H1

(i) For each Plot, the Technically Qualified Bidder quoting the highest Financial Bid shall be declared H1.

(ii) Subject to compliance, H1 shall be declared Successful Bidder.

4.0 TIE-BREAKING

1.0 Identical Highest Bids

(i) In the event two or more Technically Qualified Bidders quote identical highest Financial Bids for a Plot, GMADA shall invite such bidders to participate in inter-se bidding.

(ii) Inter-se bidding shall be conducted by submission of fresh sealed financial offers in physical form before the Committee constituted by GMADA.

(iii) The revised offer shall not be lower than the original bid amount.

(iv) The bidder quoting the highest revised offer shall be declared the Successful Bidder.

(v) In the event identical bids persist after inter-se bidding, the Successful Bidder shall be determined by draw of lots conducted in a transparent manner in the presence of the concerned bidders.

(vi) Tie-breaking shall be concluded prior to proceeding to opening of Financial Bids for the next Plot in the Plot Sequence.

(vii) Inter-se bidding shall be conducted in a time-bound manner on the same day of identification of the tie or within such short period as may be notified by GMADA, and shall not extend beyond two (2) rounds of revised bidding.

Each round of inter-se bidding shall be completed within the time specified by the Committee. In the event identical highest bids persist after the prescribed rounds, the Successful Bidder shall be determined by draw of lots.

Failure of any tied Bidder to participate in inter-se bidding within the stipulated time shall result in forfeiture of the EMD for that Plot and exclusion from further evaluation for that Plot.

F. ALLOTMENT CONDITIONS

1.0 CAP ON NUMBER OF PLOTS

(i) Bidder shall be eligible to be allotted a maximum of two (2) Education Plots in a single Disposal Cycle.

(ii) Upon allotment of two Plots to a Bidder:

a) Such Bidder shall stand automatically excluded from further consideration in respect of the remaining Plots of that Disposal Cycle.

b) Financial Bids submitted for subsequent Plots shall not be opened or evaluated.

c) Such unopened Financial Bids shall be deemed withdrawn.

d) Corresponding EMDs shall be refunded without interest.

(iii) No Bidder shall have any right to insist upon opening or evaluation of Financial Bids after reaching the maximum allotment limit.

(iv) Before commencement of evaluation of each Plot:-

- Any Bidder who has already been declared Successful Bidder (H1) for two Plots in the current Disposal Cycle shall stand excluded.
- Such Bidder's Financial Envelope for the current and subsequent Plots shall not be opened.

If Less than two Technically Qualified Bidders (TQB) remain eligible after exclusion, then the Plot shall be cancelled for the current Disposal Cycle.

2.0 Allotment Letter and Payment Plan:-

(i) GMADA shall issue Allotment Letter to the Successful Bidder with the approval of Chief Administrator, GMADA.

(ii) The Successful Bidder/allottee shall deposit 15% of the Cost of the plot (as per bidding amount) + difference of 10% as per bidding amount and EMD deposited+2% Cancer Cess within 30 days from the issuance of Allotment Letter.

This period shall not be extended in any circumstance and failure in deposit of this amount shall result in forfeiture of EMD and cancellation of Allotment Letter. GMADA may, in addition, debar such Bidder from participation in future Disposal Cycles for such period as may be determined by the Chief Administrator, GMADA.

(iii) At the time of deposit of 15% amount with the Authority, the bidder/allottee shall be bound to deposit TDS separately with the Income Tax Department. The bidder/allottee can claim the credit of amount of TDS deposited with Income Tax Department by submitting a copy of challan and TDS return. The Authority will give credit to the bidder/allottee of the amount of TDS deposited in the next due installment.

(iv) The balance 75% amount is payable either in lumpsum with 15% discount on the cost of plot by depositing the balance amount in lump sum as per table below:

Amount to be deposited	Period for deposit
50% Balance amount	Within 90 days from the issuance of Allotment letter
10% Remaining amount (After 15% rebate on offer of possession)	Within 30 days from the offer of possession of plot.
If allottee fails to deposit this 10% amount within stipulated period of 30 days, then rebate shall be cancelled.	

Or

The balance 75% amount is payable in 12 Quarterly installment with first installment falling due after 3 months from the date of issuance of Allotment letter alongwith 12% interest.

(v) In case of Installment payment plan, Penal Interest as detailed below shall be charged for the delay in depositing the installments:-

If the delay is for the period up to one year	Penalty @12+3% shall be Charged
If the delay is for the period up to two years	Penalty @12+4% shall be Charged
If the delay is for the period more than two years.	Penalty @12+5% shall be Charged
Note: All interest rates are on Compounded Annually basis	

In the event the Successful Bidder fails to comply with the conditions of allotment or in case any installment or a part thereof is not paid even after this said period, the process for the resumption of the site shall be initiated as per the provisions of PRTPD Act, 1995 and 10% of consideration money, interest and other dues payable shall be forfeited. The concerned Plot shall be included for disposal in the subsequent Disposal Cycle.

(vi) In the event a Bidder declared as the Successful Bidder (H1) withdraws or refuses to accept the allotment prior to issuance of the Letter of Intent, such withdrawal shall be treated as failure to comply with the bidding conditions, and the EMD for the concerned Plot shall be forfeited. The concerned Plot shall be carried forward to the subsequent Disposal Cycle in accordance with Chapter IX of this Policy.

(vii) All other applicable charges/fees promulgated by the Government or any Statutory Authority or Local Authority shall be over and above the bid price.

(viii) No interest will be payable by the Authority for any amount, whatsoever, deposited in advance by the allottee with the Authority.

3.0 POSSESSION AND OWNERSHIP OF SITE:

(i) The allotee shall be bound to take possession of the site within 30 days of the deposit of 75% amount in case of Lump sum Payment or within 30 days of the deposit of 25% amount in case of installments, otherwise it shall be deemed to have been handed over to him on the due date. However, possession of site shall not be delivered unless and until 75% / 25% amount of the price plus 2% Cancer Cess has been deposited by the allottee with the Authority.

(ii) The ownership of site shall continue to vest in the name of Concerned Authority until the entire consideration money together with interest and other dues, is paid in full by the bidder/allottee to the Authority.

(iii) On payment of the entire consideration money together with interest due to the Authority on account of the sale of the Site, the allottee shall have to execute the deed of conveyance in the prescribed form and in such manner as may be directed by the Concerned Estate Officer within 90 days of the payment of entire consideration money.

(iv) The allottee shall have right to transfer by way of sale, or gift, or otherwise, the site or any other rights, title or interest in the said site before the last instalment becomes due with prior permission of the Concerned Estate Officer and on payment of such transfer fee as applicable. The entire area of the site shall be transferrable and the site shall not be transferrable in Parts. If the last instalment become due then the allotee has no right to transfer by way of sale, or gift, or otherwise, the site or any other rights, title or interest in the said site before execution of conveyance deed on making full payment.

(v) No change in control, trusteeship, shareholding structure, or governing body of the allottee entity shall be permitted without prior written approval of GMADA on payment of transfer fee as determined by the Authority from time to time.

(vi) The allottee shall be allowed permission to mortgage his plot/site after depositing the required 10% payment and 2% Cancer Cess in the Allotment Letter and he/she will not have to apply for permission to mortgage separately.

4.0 Applicable building Bye Laws, Constriction Schedule, FAR:

(i) Punjab Urban Planning and Development Building Rules, 2021 as amended from time to time will be applicable on the properties sold by Authority. The

allottee shall be allowed to undertake construction of the building only after getting the Building Plans approved from the Competent Authority.

(ii) The additional FAR in the case of Educational/Health/Office Buildings allotted as per the provisions of Policy for the fixation of reserve price for institutional sites issued by PUDA vide letter no. 5274-81 dated 04.10.2017 shall be charged proportionately as follows: -

$$\frac{\textit{Bid Price x 100 \% x Additional FAR}}{\textit{Basic FAR as specified in advertisement}}$$

(iii) In case successful bidder opts for having FAR in excess of permitted FAR, charges for such increase in FAR would be determined proportionate to the bid amount and date for determination for payment shall be the date of sanction of building plan. Rebate on depositing full payment of cost of additional FAR would be same as the rebate on full payment of the cost of site and the payment schedule for the cost of additional FAR will be co-terminus with the payment of cost of site.

(iv) The Plot shall be used exclusively for establishment and operation of a K-12 / Senior Secondary School.

(v) Fragmentation/Sub division/ change of land use of the site shall not be permitted.

(vi) The exact size of the site and its dimensions are subject to variation as per actual measurement at the time of delivery of possession of the Site. In case of actual area exceeds the area offered, the allottee would be required to deposit the additional price for the excess area proportionately as per bid price. The payment schedule for the payment of actual/allotted area shall be applicable on the payment of excess area. In case of reduction in area, the allotment price will be proportionately reduced as per the bid price and excess amount received from the bidder shall be adjusted or refunded.

(vii) The allottee will have to construct the building as per applicable Building Rules within 3 years from the date of issuance of allotment letter. This period can be extended by the Concerned Estate Officer in the manner and on payment of such extension fee as is prescribed under the Rules.

(viii) Before occupying the building and offering further possession to its subsequent transferees, the allottee will be required to obtain completion/ occupation certificate from the Concerned Estate Officer.

(ix) It will be the responsibility of the allottee to obtain statutory No Objection Certificates from the Concerned Departments, under the provisions of relevant Acts, as are applicable.

(x) The display of advertisement on the walls of the site or at site or on the structures erected thereon in whatsoever manner shall be subject to orders

and other instructions as may be issued by the competent authority from time to time.

(xi) GMADA shall have the full rights, powers and authority at all times to do through its officers and representatives all acts and things which may be necessary and expedient for the purpose of enforcing compliance with all or any of the terms, conditions and reservations imposed and to recover from the allottee as first charge upon the said site, the cost of doing all or any such act and things and all costs incurred in connection therewith or in any way relating therewith.

G. Re-Initiation of Process

(i) In the event that a Plot is cancelled under this Policy for any reason, including but not limited to:

- Non-receipt of the minimum required number of Technically Qualified Bidders (TQB)
- Rejection of Financial Bids below the Reserve Price
- Operation of the Maximum Allotment Cap
- Failure of completion of the bidding process,

GMADA may re-initiate the allotment process for such Plot either through E-Auction or through this policy taking decision at appropriate level.

(ii) Re-initiation shall be undertaken within a reasonable timeframe as may be determined by the Competent Authority, having regard to public interest and administrative considerations.

(iii) Prior to re-initiation, GMADA shall review and revalidate the applicable bidding conditions, including eligibility criteria, reserve price and other relevant parameters to ensure alignment with prevailing policy objectives and market conditions.

(iv) Re-initiation of allotment shall be undertaken through issuance of a fresh public notice.

H. POWERS OF GMADA

(i) Chief Administrator, GMADA reserves the right to:

- Accept or reject any Bid
- Cancel the Disposal Cycle wholly or partially
- Withdraw any Plot prior to opening of its Financial Bid
- Modify the Plot Sequence prior to opening of Financial Bids
- Seek clarifications from Bidders
- Defer, suspend, or withdraw any Plot from disposal due to administrative, legal, regulatory, or public interest considerations

The decision of **Chief Administrator, GMADA** shall be final and binding. Participation in the bidding process shall not confer any vested right upon any Bidder until issuance of the Allotment Letter.

I. BINDING ACCEPTANCE

(i) Submission of a Bid constitutes unconditional acceptance of:

- The Plot Sequence
- The sequential opening mechanism
- The maximum two-plot cap
- The tie-breaking mechanism
- The non-opening of subsequent Financial Bids upon reaching the cap

(ii) No claim shall lie against GMADA in respect of exclusion or non-opening pursuant to this Policy.

J. Dispute Resolution

All disputes and/or differences, which may arise in any manner touching or concerning this allotment shall be referred to an independent Arbitrator to be appointed by the Chief Administrator of Concerned Urban Development Authority. Arbitration shall be governed by the Arbitration and Conciliation (Amendment) Act, 2015 and the allotee shall be liable to share the fee of the Arbitrator.

This notification issues in accordance with the decision of Council of Minister taken in its meeting held on dated 07.03.2026 which conveyed by the Department of General Administration (Cabinet Affairs) vide letter no.01/54/2026-1CAB/835 dated 07.03.2026.

Sd/-
VIKAS GARG, IAS
Principal Secretary to Govt. of Punjab
Department of Housing and Urban Development

Chandigarh
The 17th March, 2026

SCHEDULES

Schedule I – Technical Eligibility Criteria

The evaluation criteria have been formulated to enable an objective and holistic assessment of applicants, with due emphasis on institutional capability, academic track record, and financial strength. The criteria are structured outlined below:

		For Educational plots
Registration		Registered in India as a Trust (Indian Trusts Act, 1882), Society (Societies Registration Act, 1860), or Section 8 Company (Companies Act, 2013)
Operational Experience	Minimum years of experience in running a school recognized by a statutory educational authority or board (CBSE/ICSE/State Board/IB or equivalent)	10 years
	Flagship school strength	Co-ed day schools: At least 1 school with minimum 1000 students
		Residential/IB/single-gender schools: At least 1 school with minimum 500 students
	Minimum % female enrollment *(applicable only if flagship school is co-ed)*	≥ 40% girl students in flagship school
Academic Performance	Academic Results	CBSE/ICSE/IGCSE/State board/IB or equivalent: Class X (last 3-year average) ≥ 80% and ≥20% of students scoring ≥ 90%
		IB school: MYP score of cohort ≥ 35/56 points (last 3-year average)
Financial Strength	Net Worth	≥ 15% of Project Feasibility Amount

(For points 1, 2, 3- refer Annexure 2)

1. Project Feasibility Amount = Total cost of land at reserve price (A)+ Construction Cost as per FSI (B) + 10% of (A+B) administrative cost.
2. Construction cost for the calculation of Project Feasibility cost considered at Rs.3,000/- per sq. ft.; FSI considered = 1 (construction cost calculated based on market assessment, e.g., ~₹3,300 per sq. ft. for CIDCO).
   The above figures are indicative and subject to revision by GMADA at the time of issuance of the Bid Document.
3. Positive net worth to be calculated as per the equity-debt principle.
4. The Applicant shall designate one existing school as the "Flagship School" for the purpose of evaluation under this Policy.
5. The following criteria must be fulfilled by bidders:
   a) Applicants in consortium are not allowed.
   b) Any individual trustee of the school owning trust should not have been convicted by any Court of Law which involves moral turpitude or other criminal cases.
   c) Applicants should not be part of defaulters' lists as per GMADA records on the last date of submission.

Illustrative Calculation for financial strength

Plot size	Total cost of land at reserve price (A)	Construction Cost as per FSI (B)	Administrative cost 10% of (A+B)	Project Feasibility Amount	Minimum Net Worth Required
2 acre	16 cr (at 8 cr/ acre)	87k sqft * 3000 = 26.1 cr	4.2 cr	46.3 cr	**6.95 cr** (15% of project feasibility amount)
5 acre	40 cr (at 8 cr / acre)	218k sqft * 3000 = 65.3 cr	10.5 cr	115.8 cr	**17.38 cr** (15% of project feasibility amount)

GMADA shall constitute a duly authorized Evaluation Committee to scrutinize and verify the submissions and to finalize the list of technically qualified bidders. The Financial Envelopes of only such qualified applicants shall thereafter be opened, and the successful bidder shall be determined in accordance with the prescribed procedure.

Documents to be submitted

		Documents Required
Registration		Certified copies of Registration Certificate and Trust Deed, By-laws, Articles & MoA with all amendments, if any.
Operational Experience	Minimum years of experience running a recognized school	Record of school run by the trust.
		Document of Recognition issued for the school by competent authority in education department.
	Flagship school strength	Document about student strength certified by competent authority in education department.
	Minimum % female enrollment	
Academic Performance	Academic Results	Students' results issued by competent authority for preceding 3 years.
Financial Strength	Net Worth*	Audited accounts by statutory auditor of the Trust / Society i.e. - Balance sheet, Income & expenditure statement certified by the statutory auditor and proof of submission to Charity Commissioner &/or Registrar of Society/Company (as the case may be) and acknowledgement of latest Income Tax Return Statement.

**Net worth calculated basis the equity-debt principle certified by the Statutory Auditors/Chartered Accountant of the Trust/Society/Non-profit making company as on last financial year end duly certified by the Applicants statutory auditor.*

Other documents required:

1. Copy of PAN Card & TAN Card of the applicant Trust / Society.
2. Copy of GST number document of the applicant Trust / Society.
3. NOC issued by the Competent Authority concerned in Govt. to start CBSE/ ICSE/ IB, etc. syllabus school.
4. Affiliation issued by the Competent Authority concerned in Govt. to start CBSE/ICSE/IB, etc. syllabus school.
5. Affidavit by the Trust / Society stating that in any Criminal Case Individual Trustee is / was not convicted by any Court of Law which invokes moral

turpitude or other Criminal Cases in the enclosed format on stamp paper of the amount as per the law applicable in respective state.

6. Affidavit stating that the applicant is not part of defaulters' lists as per GMADA records on the last date of submission.
7. Brief project report about the proposed school project which should include the following:
    a) Phases of completion of the entire project
    b) Utilization of the plot area and admissible FSI
    c) Facilities and other benefits that will be available to students
    d) Financial projections - capital and recurring cost
    e) Details of project cost, financing, etc.

PLOT-WISE SEQUENTIAL EVALUATION AND ALLOTMENT MECHANISM

Evaluation shall proceed strictly in the notified Plot Sequence.

For each Plot, the following steps shall be completed before moving to the next Plot.

STEP 0 – Update Eligible Bidder Pool.

Before commencement of evaluation of each Plot:

- Any Bidder who has already been declared Successful Bidder (H1) for two Plots in the current Disposal Cycle shall stand excluded.
- Such Bidder's Financial Envelope for the current and subsequent Plots shall not be opened.

If Less than two Technically Qualified Bidders (TQB) remain eligible after exclusion, then the Plot shall be cancelled for the current Disposal Cycle.

STEP 1 – Technical Qualification

Scenario	Condition	Financial Bid Status	Outcome
1A	No Technically Qualified Bidders (TQB)	Not opened	Plot cancelled
1B	Only one Technically Qualified Bidder (TQB)	Not opened	Plot cancelled
1C	Two or more Technically Qualified Bidders (TQB)	Opened	Proceed to Step 2

STEP 2 – Financial Evaluation

Scenario	Condition	Outcome
2A	Clear Highest Bidder (H1 identified)	Proceed to Step 3
2B	Two or more bidders tied at H1	Conduct inter-se sealed bidding → Highest revised bid declared H1 → Proceed to Step 3
2C	Tie persists after inter-se bidding	Conduct draw of lots → Winner declared H1 → Proceed to Step 3

STEP 3 – Allotment and Cap Update

Scenario	Condition	Outcome
3A	H1 has been declared Successful Bidder for Less than two Plots prior to current Plot.	Plot allotted to H1
3B	Current Plot results in H1 reaching the maximum allotment cap (two Plots).	Plot allotted to H1; Bidder shall stand excluded from subsequent Plots.

After completion of Step 3: Return to STEP 0 for the next Plot in the notified Plot Sequence.

Note on Re-Initiation

Where a Plot is cancelled under any of the above scenarios, the allotment process for such Plot may be re-initiated in accordance with Chapter IX of this Policy, through fresh public notice and after revalidation of applicable bidding conditions.

Illustrative example

The illustration below demonstrates the operation of the plot-wise sequential evaluation process and the two-plot maximum allotment cap within a single Disposal Cycle.

Assumptions for the Illustration

1. Five bidders - Bidder A, B, C, D and E have submitted bids for all five plot
2. All five bidders are declared Technically Qualified Bidders (TQB) at the outset
3. The minimum requirement of two Technically Qualified Bidders per plot is satisfied at each stage
4. Plots are opened strictly in the notified sequence:
   Plot 1 → Plot 2 → Plot 3 → Plot 4 → Plot 5
5. Maximum allotment cap = Two (2) plots per bidder

Step-wise Plot Evaluation and Allotment

Round	Plot Opened	Eligible Technically Qualified Bidders (TQB) at Start of Round	H1 Identified (Highest Financial Bid Among Eligible TQB)	Cap Status After Allotment	Final Outcome
1	Plot 1	A, B, C, D, E (5 TQB)	Bidder A	A allotted 1 plot	Plot 1 allotted to Bidder A
2	Plot 2	A, B, C, D, E (5 TQB)	Bidder A	A allotted 2 plots → Cap Triggered	Plot 2 allotted to Bidder A
3	Plot 3	B, C, D, E (4 TQB) – Bidder A excluded	Bidder E	E allotted 1 plot	Plot 3 allotted to Bidder E
4	Plot 4	B, C, D, E (4 TQB)	Bidder C	C allotted 1 plot	Plot 4 allotted to Bidder C
5	Plot 5	B, C, D, E (4 TQB)	Bidder D	D allotted 1 plot	Plot 5 allotted to Bidder D

Explanation of Sequential Cap Operation

After completion of Round 2:

- Bidder A has been declared Successful Bidder (H1) for two plots
- The Maximum Allotment Cap is triggered
- Bidder A stands automatically excluded from participation in subsequent plots
- Bidder A's Financial Envelopes for Plot 3, Plot 4, and Plot 5 are not opened or evaluated

Accordingly, from Round 3 onward, only the remaining eligible Technically Qualified Bidders are considered. The process continues sequentially until all plots are evaluated.

Bidder-wise summary after completion of all Plots

Bidder	H1 Status Across Plots	Final Allocation
Bidder A	H1 for Plot 1 and Plot 2	Plot 1 and Plot 2 allotted
Bidder B	No H1	No allotment
Bidder C	H1 for Plot 4	Plot 4 allotted
Bidder D	H1 for Plot 5	Plot 5 allotted
Bidder E	H1 for Plot 3	Plot 3 allotted

Note:

1. If a bidder declared as Successful Bidder (H1) fails to comply with the conditions of allotment, including payment obligations within the prescribed time, the applicable amount shall be forfeited in accordance with the Policy, and the allotment process for the concerned Plot may be re-initiated.
2. If a plot remains unallotted despite re-initiation of the process, the matter may be placed before the Competent Authority for appropriate decision, including revision of reserve price or modification of bidding parameters.

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